

YOLO LOCAL AGENCY FORMATION COMMISSION

Regular Meeting AGENDA

July 23, 2020 - 9:00 a.m.

COMMISSIONERS

OLIN WOODS, CHAIR (PUBLIC MEMBER)
BABS SANDEEN, VICE CHAIR (CITY MEMBER)
DON SAYLOR (COUNTY MEMBER)
TOM STALLARD (CITY MEMBER)
GARY SANDY (COUNTY MEMBER)

ALTERNATE COMMISSIONERS

DUANE CHAMBERLAIN (COUNTY MEMBER)
RICHARD DELIBERTY (PUBLIC MEMBER)
WADE COWAN (CITY MEMBER)

This meeting will be conducted utilizing teleconferencing and electronic means to allow the Commission, staff and the public to participate in the meeting pursuant to the provisions of the Governor's Executive Order N-29-20 (March 17, 2020), available at the following [link](#).

Teleconference Options to join Zoom meeting:
By PC: <https://yolocounty.zoom.us/j/97553190921>
or
By Phone: (408) 638-0968
Meeting ID: 975 5319 0921

Further instructions on how to electronically participate and submit your public comment can be found in the PUBLIC PARTICIPATION instructions at the end of this agenda.

CHRISTINE CRAWFORD
Executive Officer

ERIC MAY
Commission Counsel

NOTICE:

This agenda has been posted at least five (5) calendar days prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act and the Cortese-Knox-Hertzberg Act. The public may subscribe to receive emailed agendas, notices and other updates by contacting staff at lafco@yolocounty.org.

All persons are invited to testify and submit written comments to the Commission. If you challenge a LAFCo action in court, you may be limited to issues raised at the public hearing or submitted as written comments prior to the close of the public hearing. If you wish to submit written material at the hearing, please supply 8 copies.

FPPC - Notice to All Parties and Participants in LAFCo Proceedings

All parties and participants on a matter to be heard by the Commission that have made campaign contributions totaling \$250 or more to any Commissioner in the past 12 months must disclose this fact, either orally or in writing, for the official record as required by Government Code Section 84308.

Contributions and expenditures for political purposes related to any proposal or proceedings before LAFCo are subject to the reporting requirements of the Political Reform Act and the regulations of the Fair Political Practices Commission, and must be disclosed to the Commission prior to the hearing on the matter.

PLEASE NOTE – The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Chair or Commission members.

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Public Comment: This is an opportunity for members of the public to address the LAFCo Commission on subjects relating to LAFCo purview but not relative to items on this Agenda. The Commission reserves the right to impose a reasonable time limit on any topic or on any individual speaker.

CONSENT AGENDA

4. Approve the LAFCo Meeting Minutes of May 28, 2020
5. Correspondence

REGULAR AGENDA

6. Consider a request from Eric and Kate Stille (27384 Eagle View Court, APN 033-011-024) for City of Davis Out of Agency Water and Sewer Services due to health and safety reasons, subject to the findings and conditions contained in Resolution 2020-04 (LAFCo No. 936)
7. Consider CALAFCO 2020 Board of Directors nomination of one county member and designate a voting delegate and alternate for the election

EXECUTIVE OFFICER'S REPORT

8. A report by the Executive Officer on recent events relevant to the Commission and an update of the Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.
 - A. Cancellation of 2020 Annual Conference – 2020 Achievement Awards status
 - B. Long Range Planning Calendar
 - C. EO Activity Report – May 26 through July 17, 2020

COMMISSIONER REPORTS

9. Action items and reports from members of the Commission, including announcements, questions to be referred to staff, future agenda items, and reports on meetings and information which would be of interest to the Commission or the public.

CLOSED SESSION

10. Public Employee Performance Evaluation
(Pursuant to Government Code Section 54957)

Position Title: LAFCo Executive Officer

ADJOURNMENT

11. Adjourn to the next Regular LAFCo Meeting.

I declare under penalty of perjury that the foregoing agenda was posted by 5:00 p.m. on Friday, July 17, 2020, at the following places:

- On the bulletin board at the east entrance of the Erwin W. Meier County Administration Building, 625 Court Street, Woodland, CA;
- On the LAFCo website at: www.yololafco.org.

ATTEST:

Terri Tuck, Clerk
Yolo LAFCo

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Commission Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should contact the Commission Clerk as soon as possible and at least 24 hours prior to the meeting. The Commission Clerk may be reached via email at lafco@yolocounty.org, by phone at (530) 666-8048, or at the following address:

Yolo LAFCo, 625 Court Street, Suite 107, Woodland, CA 95695

PUBLIC PARTICIPATION INSTRUCTIONS

Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of the COVID 19 virus, please consider the following:

Join the Yolo LAFCo meeting via Zoom at <https://yolocounty.zoom.us/j/97553190921>, or by phone via 1-408-638-0968 Meeting ID: 975 5319 0921.

1. Submit live comment by joining the meeting and press the "raise a hand" button or if joining by phone only, press *9 to indicate a desire to make a comment. The chair will call you by name or phone number when it is your turn to comment. The Commission reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

* If you are joining by zoom and phone, still use the zoom raise a hand button as *9 will not work.

2. Submit written comment on any matter within the Commission's subject matter jurisdiction, regardless of whether it is on the agenda for Commission consideration or action. Submit your comment, limited to 250 words or less, via email to lafco@yolocounty.org, or by U.S. mail to Yolo LAFCo at 625 Court Street, Suite 107, Woodland, CA, 95695, by 1 p.m. on the Wednesday prior to the Commission meeting. Your comment will be read at the meeting.
3. Submit verbal comment by calling (530) 666-8048; state and spell your name, mention the agenda item number you are calling about and leave your comment. Verbal comments must be received no later than 1 p.m. on the Wednesday prior to the Commission meeting. Your comment will be read at the meeting by the Commission Clerk; limited to 3 minutes per item.

Consent 4.

LAFCO

Meeting Date: 07/23/2020

Information

SUBJECT

Approve the LAFCo Meeting Minutes of May 28, 2020

RECOMMENDED ACTION

Approve the LAFCo Meeting Minutes of May 28, 2020.

Attachments

LAFCo Minutes 05.28.20

Form Review

Form Started By: Terri Tuck

Started On: 07/08/2020 09:45 AM

Final Approval Date: 07/08/2020

YOLO LOCAL AGENCY FORMATION COMMISSION

MEETING MINUTES

May 28, 2020

The Yolo Local Agency Formation Commission met on the 28th day of May 2020, at 9:00 a.m. via teleconference. Voting members present were Chair and Public Member Olin Woods, County Members Don Saylor and Gary Sandy, and City Members Tom Stallard and Babs Sandeen. Others present were Alternate Public Member Richard DeLiberty, Alternate City Member Wade Cowan, Executive Officer Christine Crawford, Clerk Terri Tuck, and Counsel Eric May.

CALL TO ORDER

Chair Woods called the Meeting to order at 9:00 a.m.

Item № 1 Pledge

Babs Sandeen led the Pledge of Allegiance.

Item № 2 Roll Call

PRESENT: Sandeen, Sandy, Saylor, Stallard, Woods ABSENT: None

Item № 3 Public Comments

None.

Item № 4 Oath of Office

City Member Babs Sandeen and Alternate City Member Wade Cowan were sworn in prior to the meeting.

CONSENT

Item № 5 Approve the LAFCo Meeting Minutes of March 18, 2020

Item № 6 Review and file Fiscal Year 2019/20 Third Quarter Financial Update

Item № 7 Receive and file the Updated 2019 Website Transparency Scorecard to reflect five new special district websites

Item № 8 Correspondence

Minute Order 2020-11: All recommended actions on Consent were approved.

Approved by the following vote:

MOTION: Saylor SECOND: Stallard

AYES: Sandeen, Sandy, Saylor, Stallard, Woods

NOES: None

ABSENT: None

PUBLIC HEARING

Item № 9 Conducting Authority Protest Hearing for the Springlake Fire Protection District (FPD) Change of Organization proposal to change from an Independent District to a Dependent District to the County of Yolo (LAFCo No. 934)

After staff summarized **Resolution 2020-01**, adopted February 27, 2020, the Chair opened the Hearing for comments, including oral or written protests. There were no comments and no protests, oral or written, were received. The Hearing was closed.

Minute Order 2020-12: Not having any protests, oral or written, the recommended action was approved and Conducting Authority **Resolution 2020-03** was adopted, ordering the change of organization of the Springlake Fire Protection District from an Independent district to a dependent district to the County of Yolo, subject to the terms and conditions sited in the resolution.

Approved by the following vote:

MOTION: Saylor SECOND: Sandeen
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSENT: None

Item № 10 Consider adoption of the Final LAFCo Budget for Fiscal Year 2020/21

After an overview report by staff, the Chair opened the Public Hearing. There were no comments and the Public Hearing was closed.

Minute Order 2020-13: The recommended action was approved, adopting the Fiscal Year 2020/21 LAFCo Budget.

Approved by the following vote:

MOTION: Sandy SECOND: Stallard
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSENT: None

Item № 11 Consider and adopt an updated Yolo LAFCo Fee/Deposit Schedule

After an overview report by staff, the Chair opened the Public Hearing. There were no comments and the Public Hearing was closed.

Minute Order 2020-14: The recommended action was approved, adopting an updated Yolo LAFCo Fee/Deposit Schedule, effective July 1, 2020.

Approved by the following vote:

MOTION: Saylor SECOND: Sandy

AYES: Sandeen, Sandy, Saylor, Woods
NOES: Stallard
ABSENT: None

REGULAR

Item № 12 Elect a Chair and Vice Chair to the Commission to serve one-year terms, beginning May 28, 2020 and ending May 1, 2021

Minute Order 2020-15: Commissioner Woods was elected to another one year term as Chair, ending May 2020.

Approved by the following vote:

MOTION: Sandeen SECOND: Saylor
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSTAIN: None
ABSENT: None

Minute Order 2020-16: Commissioner Sandeen was elected to a one year term as Vice Chair, ending May 2020.

Approved by the following vote:

MOTION: Stallard SECOND: Sandy
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSTAIN: None
ABSENT: None

Item № 13 Select ad hoc Legislative Subcommittee Member to replace former City Member Will Arnold

Minute Order 2020-17: The recommended action was approved and City Member Tom Stallard was appointed to the ad hoc Legislative Subcommittee.

Approved by the following vote:

MOTION: Sandeen SECOND: Sandy
AYES: Sandeen, Sandy, Saylor, Stallard, Woods
NOES: None
ABSENT: None

Item № 14 Executive Officer’s Report

The Commission was given written reports of the Executive Officer’s activities for the period of March 16 through May 22, 2020, and was verbally updated on recent events relevant to the Commission, including the Long Range Planning Calendar.

Staff noted that the County has stated that it will reopen the Administration Building to the public beginning June 1, 2020, while still encouraging staff to work remotely if possible.

Since the LAFCo office is housed in the Administration Building, staff may slowly transition to the reopening process by coming into the office part-time.

Staff noted that the June 25, 2020, meeting would be cancelled.

Staff acknowledged that there is a caseload of municipal service reviews (MSR), especially as it relates to the community services districts, that may not be completed in this fiscal year due, in part, to working remotely during the pandemic and significant issues related to the Knights Landing Community Services District. However, staff hopes to bring these MSRs to the Commission in July and September.

Chair Woods asked if CALAFCO had started the recruitment process for the Executive Director position. Staff indicated that the recruitment process was ongoing and that nine applications have been received. It was also stated that the current Executive Director has indicated to the CALAFCO Board that due to the pandemic she is willing to extend her time a little longer. Both the recruitment and the potential extension of the Executive Directors contract is currently being discussed by the Board.

Chair Woods asked if the upcoming CALAFCO Conference was still going to be held in person. Staff stated that one of her duties as Deputy Executive Officer of CALAFCO is to chair the conference planning committee. It was indicated that CALAFCO is contractually obligated to hold an in-person conference until such time as the Governor comes out with more specific orders limiting attendance for mass gatherings. If that happens, the planned sessions for the conference may be held online for this year's conference.

Item № 15 Commissioner Reports

Commissioner Stallard acknowledged that the Zoom format works well and hopes that in the future the Governor gives discretion to agencies, including LAFCo, to have some meetings via Zoom even after the orders have been lifted.

Commissioner Stallard also took time to express his deep appreciation to the Executive Officer for her role in assisting the Woodland 2x3x2, a group consisting of members from the city council, the school district, the community college district, and the local office of education, with her broad knowledge on the subject of broadband. Stallard acknowledged that with her help the group has been able to put their focus where it is most useful.

Commissioner Saylor reiterated what Stallard was saying regarding the utility of these remote meetings. Saylor stated that the public accessibility to meetings conducted via Zoom is quite enhanced because of the potential distance a member of the public may have to transport themselves to and from a meeting for a three-minute comment. Commissioner Saylor indicated that even if board members do not meet via Zoom that lessons have been learned and that maybe there are ways to encourage more public participation through these technologies than we had earlier understood was possible.

Commissioner Sandeen stated that she was pleased to join the Commission as a Regular City Member and thanked the Commission for having confidence in her to serve as the vice chair.

Commission Woods shared a discussion with Commissioner Saylor and LAFCo staff regarding representation of independent special districts on the Commission. Chair Woods stated that on behalf of the Commission, it was conveyed during a meeting in April

to the California Special District Association (CSDA) representative that Yolo LAFCo would not be scheduling an item to consider independent special district members serving on the Commission at this time, because none of the thirty plus independent special districts in Yolo County have ever requested a seat on LAFCo and it was felt that in the case of Yolo LAFCo it was a solution in search of a problem. Currently only thirty-one of the fifty-eight LAFCo's have special district members and most of those are from larger jurisdictions.

Item № 16 Adjournment

Minute Order 2020-18: By order of the Chair, the meeting was adjourned at 10:04 a.m. to the next Regular LAFCo Meeting.

Olin Woods, Chair
Local Agency Formation Commission
County of Yolo, State of California

ATTEST:

Terri Tuck
Clerk to the Commission

Consent 5.

LAFCO

Meeting Date: 07/23/2020

Information

SUBJECT

Correspondence

RECOMMENDED ACTION

Review and file the following correspondence:

- A. CHW Bulletin-July 2020
 - B. CALAFCO Letter to Member LAFCos (06.02.20)
 - C. CALAFCO Quarterly-June 2020
 - D. CALAFCO 2020 Annual Conference Cancellation Letter
 - E. LAFCo 101 Webinar Series Flyer
-

Attachments

[ATT A-CHW Bulletin-July 2020](#)

[ATT B-CALAFCO Letter to Member LAFCos 06.02.20](#)

[ATT C-CALAFCO Quarterly-June 2020](#)

[ATT D-CALAFCO 2020 Annual Conference Cancellation Letter](#)

[ATT E-LAFCo 101 Webinar Series Flyer](#)

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	07/09/2020 01:58 PM
Form Started By: Terri Tuck		Started On: 07/08/2020 10:37 AM
Final Approval Date: 07/13/2020		

Reinstating Retired Annuitants is Risky

By Holly O. Whatley

The Court of Appeal's recent decision in *Byrd v. State Personnel Board* outlines the boundaries of permissible settlements involving involuntarily terminated employees who retire but who later are ordered reinstated following a successful appeal of the termination decision. In that case, the State Personnel Board (SPB) initially approved an employee's settlement with her employer, but CalPERS refused to reinstate her in the retirement system as the settlement provided. She sued CalPERS. The trial court ruled for CalPERS, and the employee appealed.

Byrd filed paperwork with CalPERS to retire as an Administrative Analyst/Specialist following her termination. She also appealed her dismissal. The parties settled her suit and, among other terms, the University that had employed her agreed to: 1) Reinstatement Byrd to a higher classification than she had previously held; 2) pay back pay and benefits based on that classification; and 3) place her on administrative leave while Byrd sought a medical retirement from CalPERS. The SPB approved the settlement and Byrd and the University implemented it.

CalPERS, however, refused to reinstate Byrd in the pension system at the higher classification. It cited Government Code section 21198 to argue that involuntarily terminated employees cannot be reinstated to a higher classification. The Court of Appeal agreed that "reinstatement" as used in

section 21198 generally limits reinstatement to the employee's previous classification. The Court did not adopt CalPERS' argument that an involuntarily terminated employee can **never** be reinstated to a higher classification. If the higher classification was connected to the underlying dispute, such as reinstatement following the successful appeal of a failure-to-promote claim, CalPERS could implement the higher classification upon reinstatement consistently with section 21198.

It is common for public agencies to settle employee discipline appeals with a suite of benefits to the employee. *Byrd* teaches that, even if both sides agree to deal terms, those terms must still comply with the limits under the Public Employees' Retirement Law. In short, you can't settle your employment cases with CalPERS' money.

It is common for public agencies to settle employee discipline appeals with a suite of benefits to the employee. *Byrd* teaches that, even if both sides agree to deal terms, those terms must still comply with the limits under the Public Employees' Retirement Law. In short, you can't settle your

employment cases with CalPERS' money.

Agencies should carefully examine the implications of reinstating a formerly terminated employee only to immediately place her on administrative leave. Although the Court did not reach the issue, CalPERS argued that pay for such time is not "compensation earnable." The lesson is not that this can never be done, but rather the parties must account for CalPERS' rules to ensure their assumptions about the effect settlements have on retirement benefits will withstand CalPERS' review.

For more information, please contact Holly at (213) 542-5704 or HWhatley@chwlaw.us.

Colantuono, Highsmith & Whatley is a law firm with offices in Pasadena and Grass Valley in the Sierra Foothills that represents public agencies throughout California. Its municipal law practice includes public revenues, land use, housing, CEQA, LAFCO matters and associated appeals and trial court litigation. We are committed to providing advice that is helpful, understandable, and fairly priced.

The firm includes California's leading experts on the law of local government revenues, including Propositions 13, 26, 62, and 218. Our litigators have broad experience in public-sector litigation as well as general commercial litigation, employment law, and unfair competition. The firm has litigated a number of important Prop. 218 cases in the California Supreme Court.

The firm serves as general counsel or city/town attorney for over a dozen government agencies. The firm also serves as special counsel to local governments throughout California.

Southern California

790 E. Colorado Blvd., Suite 850
Pasadena, CA 91101-2109
Phone: (213) 542-5700

Northern California

420 Sierra College Drive, Suite 140
Grass Valley, CA 95945-5091
Phone: (530) 432-7357

www.chwlaw.us

June 2, 2020

TO: CALAFCO Member LAFCos – Commissioners and Staff
FROM: Pamela Miller, Executive Director

Dear Member LAFCos:

We find ourselves in extraordinary and uncertain times. As we enter the fourth month of the COVID-19 pandemic, we remain in a high-level learning and adaptive mode. Each week presents new challenges to overcome. As we move into budget season, difficult decisions must be considered in response to the deep fiscal impacts of the pandemic. And most recently, many of us find ourselves grappling with civil unrest, curfews, and communities on edge for so many reasons. On behalf of the CALAFCO Board of Directors, I want to thank all of you for your courageous leadership in these challenging times. I've heard so many inspiring stories from your LAFCos and local agency partners about the great work you are doing to serve your communities while keeping yourselves and others safe. This is the kind of leadership that is needed today – more than ever, and we thank you.

There is so much rebuilding to be done and so many opportunities to do that in creative and innovative ways. CALAFCO is proud to serve as a resource and support for you. Like you, we've been learning how to adapt with flexibility to meet your changing needs.

As you know, we had to cancel our annual Staff Workshop due to the pandemic. Since that week in March we've been hosting and facilitating weekly meetings for Executive Officers and another for Clerks. These are opportunities for them to gather and discuss how each LAFCo is responding to the pandemic; to share information and concerns; and to stay connected.

To serve each commission, CALAFCO offered our toll-free conference calling system to any LAFCo that needs it for staff, committee, and commission meetings. Most recently CALAFCO purchased two Zoom licenses and we offered all of you, our member LAFCos, the use of one of those in the name of Member LAFCos at no cost for your committee and commission meetings. Additionally, we are using this time to update and enhance the CALAFCO website so it can be a more valuable resource for you.

We are revising our CALAFCO University model to make our sessions more accessible and cost-effective by creating a series of webinars for the second half of 2020 which will be announced soon. And we continue to share with you valuable educational opportunities provided by our partner associations.

During the CALAFCO Board meeting in late February, the Board unanimously approved the formation of an ad hoc committee to take another look at the dues structure that was approved by the membership at the October 31, 2019 business meeting. This ad hoc committee will be formed sometime this summer and you will receive information about the committee and its scope of work as soon as it becomes available.

CALAFCO continues to find ways to support each of you today, tomorrow and into the future. We look forward to hearing from you how we can be an even more effective and valuable partner and provide support for you, our Member LAFCos.

We value your membership and thank you for your support and partnership.

Warm regards,



Pamela Miller
Executive Director



News from the Board of Directors

CALAFCO QUARTERLY

June 2020

A message from the Executive Director

So much has changed in our world since the last Quarterly Report in February of this year. Each of us have dealt personally with changes and health matters related to the COVID-19 pandemic; we've professionally dealt with

keeping LAFCo business going while striving to keep ourselves, each other and our communities healthy and safe; and been faced with understanding and responding to the fiscal fallout of the pandemic and the recent calls for racial and social justice...it can all overwhelm us if we let it.

This Quarterly Report will begin differently. We are highlighting the good news in our CALAFCO family first, followed by Association updates. Happy reading!

Welcome New LAFCo Family Members

We welcome two new babies to the CALAFCO family!

San Mateo LAFCo Mgmt. Analyst Rob Bartoli and his wife Michelle welcomed (10 days early) **Luca Robert Bartoli** on March 30, 2020. Luca weighed in at 7 lbs., 11 oz. The family is all well, healthy and enjoying the comforts of home.



Not to be outdone, Napa LAFCo Executive Officer Brendon Freeman and family welcomed **Noah Campos Freeman** into the world on April 6, 2020. Noah tipped the scales at 8 lbs., 11 oz. upon his release from quarantine. Mom Isabel, Noah and Dad are all doing fine. Although neither set of parents are getting much sleep right now!

Congratulations to the Freemans and Bartoli's on bringing two future LAFCo EOs into the world!

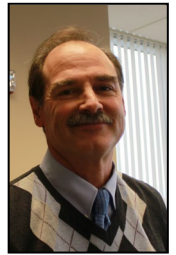
Congratulations on Upcoming Retirements

We want to congratulate two long-time LAFCo leaders on their upcoming retirements. Their contributions to CALAFCO and to LAFCos statewide are far too numerous to list here. Needless to say, they both leave huge shoes to fill and will be greatly missed. We wish them both all the best in their retirement!

After a distinguished near 20-year career with Sonoma LAFCo, Asst. EO **Carole Cooper** is retiring at the end of June. Carole spent 12 years on the CALAFCO Legislative Committee and was the recipient of the CALAFCO Project of the Year Award as part of the team that revised the definition section of CKH, and received the Outstanding LAFCo Professional Award.



San Luis Obispo LAFCo EO **David Church** is also calling it time to retire. David has been with his LAFCo for almost 19 years and will be retiring in July. David also spent a number of years contributing to CALAFCO on the Legislative Committee and as the Deputy EO representing the coastal region for four years. David received several CALAFCO Achievement Awards including the Mike Gotch Courage & Innovation in Local Government Leadership Award and the Outstanding LAFCo Professional Award.



LAFCos in the News

Tuolumne LAFCo Adds Special Districts

For the first time since 2012, special districts have been added to a LAFCo! CALAFCO acknowledges the hard work of **Tuolumne LAFCo** and congratulates them on adding special districts to their LAFCo. This is no easy feat and their process was a long one. We will learn more about it from EO **Quincy Yaley** in our next edition of *The Sphere*. As of today, 31 of the 58 LAFCos have special district representation. Way to go Tuolumne LAFCo!

Santa Clara LAFCo Receives Award for Communication and Outreach Plan

Earlier this month, **Santa Clara LAFCo** received the American Planning Association - California Northern Chapter's "Award of Excellence - Communication Initiative" for their communication and outreach plan. The APA highlighted the plan as one of the outstanding winners for its "fresh ideas that are transferable to other communities and represent guidebooks toward a more inclusive, accessible and equitable planning future."

Los Angeles LAFCo Receives Award of Excellence

In May, the Los Angeles Chapter of the American Planning Association awarded its "Award of Excellence: Hard Won Victories" for "Rescuing the Sativa Water System" to **LA LAFCo**, the County of Los Angeles, and the SWRCB for their collaborative work on the Agency.

CALAFCO congratulates **Tuolumne, Santa Clara** and **Los Angeles** LAFCos on their achievements!



News from the Board of Directors

CALAFCO QUARTERLY

June 2020

Page 2



CALAFCO BOARD UPDATE

The CALAFCO Board met February 21 and May 1. Here is a summary of the actions taken by the Board at these respective meetings.



February 21

As a follow up to the December 2019 meeting, the Board continued the discussion of transitioning the two primary contractors to employees to comply with AB 5. In executive session, the Board accepted the retirement announcement of Executive Director Pamela Miller, developed a recruitment plan and timeline and discussed the transition.

The Board considered the Tulare LAFCo proposed dues structure. After much discussion, they unanimously approved the convening of an ad hoc committee sometime in the summer to once again look at the dues structure that was adopted by the membership in October 2019. It is likely that this ad hoc committee will also include several member LAFCos outside of the Board.

Other actions the Board took at this meeting included:

- ✓ Reconfirmed no CPI increase (pursuant to Bylaws) for the FY 2020-21 LAFCo dues;
- ✓ Approved a request from Contra Costa LAFCo to prepare and file an amicus brief
- ✓ Conducted the annual dashboard review of the 2019 Strategic Plan objectives; and
- ✓ Accepted a series of reports including the 2020 conflict of interest filings, quarterly financial and investment reports, and the legislative report.

May 1

After careful consideration, the Board adopted a balanced budget for FY 2020-21. There are several notable differences in this budget as compared to past budgets, including:

- The Annual Conference revenue and expenses were adjusted for a smaller attendance and for a break-even model due to the pandemic;
- We are now budgeting for employer expenses such as employer's insurance, payroll services and payroll taxes, workers' compensation and overtime for the Administrator which is a non-exempt position; and
- For the first time, the operational costs of the Association are covered by member LAFCo dues, so there is no budget deficit. This is a result of the membership approving the new dues structure at the October 31, 2019 annual business meeting.

The Board also received a report from the Executive Director (ED) Recruitment Committee on the progress of the recruitment. During this report current ED Pamela Miller shared that given the uncertain times we are currently in and will be facing for the unforeseen future, she did not see

this is not a good time for a change in leadership for the Association and offered to stay on as the ED. The Recruitment Committee then took this under advisement.

Other actions taken by the Board at the May 1 meeting included:

- ✓ Received and filed the quarterly financial and investment reports;
- ✓ Received and filed the Legislative Committee report; and
- ✓ Received a verbal update on the Annual Conference from the Conference Chair and Program Chair.

All Board meeting packets are posted on the CALAFCO website.

EXECUTIVE DIRECTOR PAMELA MILLER STAYING WITH CALAFCO

As was announced in early June, Pamela Miller will be staying with the Association as Executive Director. To comply with the requirements of AB 5, both Pamela and Jeni Tickler, CALAFCO's Administrator, will be transitioning to employee status effective September 1. Both will remain as part-time employees.

2020 STAFF WORKSHOP AND ANNUAL CONFERENCE

Staff Workshop

Due to the COVID-19 pandemic, CALAFCO's Staff Workshop was cancelled. The workshop was scheduled for March 25-27 in Newport Beach. As it turned out, this was the right call, and done ahead of the March 19 stay-at-home order issued by the Governor.

CALAFCO staff was able to negotiate a revision in the facility contract to avoid a cancellation fee of over \$36,000. The workshop for 2020 has been booked at the same facility with only a slight increase in the food and beverage minimum and room rates. Further, all deposits (hotel, bus, boat, and caterer for the mobile workshop) were successfully moved forward to next year without penalty.

We wish to thank our Workshop hosts, *Imperial* and *Orange LAFCos* and their staff who worked so hard to prepare a fabulous workshop, and Program Chair *Gary Thompson*. His team did such an outstanding job that the program as planned will be moved forward to the 2021 Workshop.

Annual Conference

The Annual Conference is currently scheduled for October 21-23 in Monterey at the Hyatt Regency. Due to the ongoing restrictions on gatherings because of COVID-19, and due to shrinking local agency budgets, CALAFCO staff is currently exploring viable options for the Conference. The Program Planning Committee is already hard at work and planning session topics that are extremely relevant for the times. Details about the Conference will be announced as soon as a decision is made. We want to thank Conference Chair

News from the Board of Directors

CALAFCO QUARTERLY

June 2020

Page 3



Jane Parker and Program Chair *Christine Crawford*, as well as the entire program planning team for their work thus far.

Your Board's top priority is ensuring the health and safety of all of you, our Association members, your families, and those at the hotel facility. Our decision will be based with that in mind as priority #1.

CALAFCO UNIVERSITY

Under the leadership of *Martha Poyatos*, the format of the CALAFCO University is being revised. For the remainder of the year, we will be offering all CALAFCO U sessions virtually. We are currently planning a series of short online sessions including LAFCo 101 for staff, Clerk 101 (to include Public Records Requests and BOE info), and a LAFCo Primer for Commissioners. This series will be offered at no cost to all member LAFCo staff and commissioners, and will be recorded and placed online for on-demand access to our members. A number of other courses are also being planned, so keep an eye open for announcements coming soon.



CALAFCO LEGISLATIVE UPDATE

This has been a legislative year like no other given the pandemic. As we have been reporting, the Legislature went into recess to comply with the Governor's stay at home orders and was out for several months without bills moving. Upon return, both houses adopted revised calendars and cut

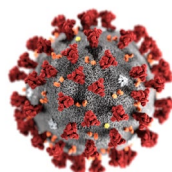
back their bill count significantly.

As you are all aware, the state is now grappling with a \$54 billion deficit and Legislators are having to make difficult decisions on how to close that deficit gap. One thing is certain – even if there is federal funding assistance, local governments throughout the state will be operating in fiscal crisis for several years to come.

As a result, the CALAFCO legislative priorities for the year have all but vanished. The LAFCo funding bill not be moving forward and our work with the Protest Provisions Rewrite Working Group has been put on pause. Staff hopes to reconvene that working group in late summer.

CALAFCO'S COVID-19 RESPONSE AND MEMBER SUPPORT

As all of you were forced to quickly pivot and revise the way you conduct business in March, so was CALAFCO staff. We have been working remotely since mid-March and monitor the office mail and voicemails. Both Pamela and Jeni continue to do everything as usual, just from home.



Seeing a need to support LAFCo staff as they navigated the difficult waters of caring for themselves, their commissions, and the public so that business would be seamless, CALAFCO began hosting weekly meetings for Executive Officers and another for Clerks. These meetings create a space in which LAFCo staff can discuss the unusual issues they are dealing with, share ideas and collectively develop solutions. Over three months later, the meetings are now transitioning to bi-weekly.

CALAFCO staff also issued a number of special bulletins to the full membership over the past several months, sharing critical information and resources as appropriate. In addition, we are sharing a variety of resources and educational opportunities from other resources on things like conducting virtual meetings, fiscal impacts of COVID, etc.

Seeing a need for remote meeting resources for our member LAFCos, CALAFCO offered our toll free conference calling system for you to conduct your meetings and in May purchased several Zoom licenses, one specifically for use by our member LAFCos to conduct your meetings virtually at no cost to you.

We hope you have found these resources useful and we will continue to work in providing you the support you need.

CALAFCO ADMINISTRATIVE UPDATE

We successfully migrated to a new email server at the end of February and are happy to report the transition was seamless and has resolved all of CALAFCO staff's email issues.



The CALAFCO website is being updated to enhance the library archives and member forms sections. So far over the past several months the following updates have occurred:

- ✓ CALAFCO University session archives are fully updated with all prior CALAFCO U session materials online
- ✓ Attorney General Opinions section is fully updated with all AG Opinions posted
- ✓ CALAFCO Directories have all been indexed, reorganized and updated
- ✓ In CALAFCO Publications, The Sphere section has been fully updated with a more usable indexing
- ✓ In the Resources section, all of the Useful Weblinks have been updated.

Future updates (some currently in progress) include a full update and re-indexing of the Forms Library and updating of the LAFCo litigation section.



CALAFCO BOARD OF DIRECTORS NOMINATION PERIOD OPEN

The nomination period for the 2020 CALAFCO Board of Directors election is open. Nominations are being accepted through 5:00 p.m. September 22, 2020. Nomination packets were emailed to all LAFCo EOs, are placed on the CALAFCO website, and hard copies will be mailed to each LAFCo office.



CALAFCO Associate Members' Corner

This section highlights our Associate Members. The information below is provided to CALAFCO by the Associate member upon joining the Association. All Associate member information can be found in the CALAFCO Member Directory.

Our last edition featured our Gold Associate Members. In our next several editions we will highlight our Silver Associate Members.

Berkson Associates **Berkson Associates**

provides clear, concise analysis for preparation of governance studies including district formation, consolidation and dissolutions. Extensive experience completing incorporation studies. Expertise also includes market analysis, public agency budget forecasting and demographic/housing analysis in support of MSRs. For more information, contact **Richard Berkson** at richard@berksonassociates.com. You can also visit their website at www.berksonassociates.com.



Santa Ynez Community Services District



SANTA YNEZ
COMMUNITY SERVICES DISTRICT

Founded in 1971, **the Santa Ynez Community Services District** provides wastewater collection and transportation and street lighting, serving approximately 688 wastewater connections. Effluent collected by the District is treated at the City of Solvang wastewater treatment plant. For more information about the District, visit their website at www.sycsd.com, or contact the Secretary/Treasurer **Wendy Berry** at wendy@sycsd.com.

Rosenow Spevacek Group, Inc.

RSG is a creatively charged counterpart to California public agencies. They work with the people responsible for vibrant places and propel them to their goals. Better Communities. Bolder futures. To learn more about them visit their website at www.webrsg.com or contact **Jim Simon** at jsimon@webrsg.com.



City of Fontana



City of Fontana is responsible for managing the City's annexation program, which includes coordinating annexation meetings, meeting with landowners and developers concerning the benefits of annexation, preparing Plans for Services, overseeing preparation of environmental documents pertaining to rezoning and annexation, and presenting them to the Planning Commission, City Council and LAFCo for review and consideration. In addition, oversee the preparation of out-of-agency service agreements for sewer and other municipal services. Visit them at www.fontana.org.

CALAFCO wishes to thank all of our Associate Members for your ongoing support and partnership. We look forward to continue highlighting you in future Quarterly Reports.

Mark Your Calendars For These Upcoming CALAFCO Events

- ❖ CALAFCO Legislative Committee meeting – July 17, 2020 via conference call
- ❖ CALAFCO Board of Directors meeting – July 24, 2020 – Location TBD



The full revised CALAFCO 2020 Calendar of Events can be found on the CALAFCO website. It is being updated regularly as events and meetings are cancelled or changed.

All CALAFCO Board and Legislative Committee meeting packets are available online at www.calafco.org.

Your CALAFCO Board and Staff wish all of you a safe and healthy summer. We continue to face both known and unknown challenges. As we do, keeping ourselves, our families, our work teams, and our communities healthy and safe remains a priority. Please, be well.



July 7, 2020

Dear CALAFCO Membership:

We continue to live in unprecedented times, dealing with the myriad of disruptive changes thrust upon us and our agencies. All of us continue to learn how to best navigate the path forward, both individually and collectively, with resilience and courage.

With the ongoing pandemic and the dialing back by many counties on re-opening, and the significant budget cuts looming for all local government agencies, careful consideration is being given to every decision organizations are making today. The same is true for CALAFCO and our Annual Conference.

Taking all of that into consideration with respect to the October Annual Conference, the CALAFCO Board of Directors and Executive Director believe CALAFCO has an ethical and corporate responsibility to our members, speakers, guests, their families and our collective communities. This responsibility includes mitigating as much as possible the spread of the virus and being responsible in our decisions to aid in the containment and protect the health and safety of our members. Given the fluidity of the situation, there are still no state guidelines as to larger gathering events and it is not likely they can be done safely anytime soon.

After careful thought and consideration, CALAFCO has decided to cancel this year's in-person Annual Conference which was scheduled for October 21-23 in Monterey.

So, what's next?

- Staff is researching options for a virtual event of some kind and will report to the Board of Directors during the July 24 meeting what options are reasonable and available. At this time, we do not know what that may look like, but we are hopeful by the end of the month we will know whether there will be a virtual event. As soon as there is information, you will be advised.
- CALAFCO staff may reach out to your LAFCo staff and commissioners and request feedback via a Survey Monkey survey. **Your feedback will be critical so please respond if asked.**
- CALAFCO is working with the Monterey Hyatt to re-book the Conference in 2023.
- The Board of Directors 2020 elections will be held by email ballot. Please watch for an update from the Elections Committee coming this week.
- We are researching options for holding the Annual Business Meeting and will advise you when that decision has been made.

If you have suggestions or questions, please let Executive Director Pamela Miller know. You can reach her at pmiller@calafco.org.

On behalf of the Board, we thank you for the leadership and the integrity you demonstrate as local government leaders every day, and especially in difficult times such as these.

Yours sincerely,



Mike McGill
Chair of the Board



Pamela Miller
Executive Director

CC: CALAFCO Board of Directors

Join Us for a Very Special LAFCo 101 Webinar Series

ABOUT THIS SERIES

CALAFCO is here for you during the Pandemic with a series of three, **no-cost LAFCo 101 webinars**. These are not your ordinary “Just the basics” webinars! Join us for informative and fun (yes, **FUN!**) webinars that explore all the basics of LAFCo. Whether you are looking to jump start your level of knowledge or take your skills to the next level, there is always something to learn at LAFCo 101.

SESSION ONE

Navigating the Basics and Beyond - LAFCo 101 for LAFCo Staff

DATE: Thursday, August 6, 2020

TIME: 9:30 a.m. to 11:00 a.m.

Registration closes July 30, 2020 at 5:00 p.m.

SR and Joe will cover LAFCo 101 topics such as the authority and purpose of LAFCo; the LAFCo review process; the laws involved in LAFCo decisions and updating Spheres of Influence and Municipal Service Reviews.

Presenters: SR Jones, Executive Officer, Nevada LAFCo and Joe Serrano, Executive Officer, Santa Cruz LAFCo

This session is approved for 1.5 AICP CM credits

SESSION TWO

The Magical World of LAFCo Clerking – A Look at Processes and Supporting Your Commissioners from a Clerk and Analyst Perspective

DATE: Thursday, August 13, 2020

TIME: 9:30 a.m. to 11:00 a.m.

Registration closes on August 6, 2020 at 5:00 p.m.

Martha, Amanda and Terry will delve into LAFCo clerk and analyst best practices, taking an application from receipt through to hearing and completion, Brown Act and Public Records Act and how to effectively respond to the needs of your Executive Officer, Commissioners and the public all while keeping your sanity.

Presenters: Martha Poyatos, Executive Officer, San Mateo LAFCo; Amanda Olivas, Clerk, Fresno LAFCo; Terri Tuck, Clerk, Yolo LAFCo

SESSION THREE

Being a LAFCo Commissioner – What Does it Really Mean?

DATE: Friday, August 21, 2020

TIME: 10 a.m. to 11:00 a.m.

Registration closes August 14, 2020 at 5:00 p.m.

This session is designed specifically for LAFCo Commissioners. Scott and David will cover the role of LAFCo Commissioners, the Brown Act and PRA for Commissioners and Conflicts of Interests. Navigating the Brown Act, Open Meetings Act and Public Records Act can be a challenge sometimes, so we'll dive into how to keep yourself and your LAFCo out of trouble in these areas.

Presenters: Scott Browne, Legal Counsel, various LAFCos and David West, Commissioner, Imperial LAFCo

REGISTRATION INFORMATION

NO REGISTRATION FEE IS REQUIRED FOR ANY OF THE SESSIONS FOR MEMBERS OF CALAFCO. THIS SERIES IS DESIGNED ONLY FOR THE MEMBERS OF CALAFCO.

Individual registration for each session is required. Registrations are online only. Click on the links below to register.

[SESSION ONE](#)

[SESSION TWO](#)

[SESSION THREE](#)

Registration must be received by the date noted for each session.

No late registrations will be accepted.

Once you register on Eventbrite you will receive the Zoom Registration link with your confirmation email. You will then need to use that Zoom Registration link prior to the session to get the Webinar link to join that session. **DO NOT WAIT UNTIL THE LAST MINUTE TO DO THIS STEP.**

You can also find this information on the CALAFCO website at www.calafco.org.

For additional information or questions, please contact CALAFCO University lead Martha Poyatos at mpoyatos@smcgov.org



CALAFCO

1020 12th Street, Suite 222

Sacramento, CA 95814

916-442-6536

www.calafco.org

LAFCO

Meeting Date: 07/23/2020

Information

SUBJECT

Consider a request from Eric and Kate Stille (27384 Eagle View Court, APN 033-011-024) for City of Davis Out of Agency Water and Sewer Services due to health and safety reasons, subject to the findings and conditions contained in Resolution 2020-04 (LAFCo No. 936)

RECOMMENDED ACTION

Adopt Resolution 2020-04 (Attachment 1) approving City of Davis Out of Agency Water and Sewer Services for Eric and Kate Stille (27384 Eagle View Court, APN 033-011-024) due to health and safety reasons, subject to findings and conditions.

FISCAL IMPACT

None. LAFCo will be reimbursed for staff time associated with processing this request in accordance with the adopted fee schedule.

REASONS FOR RECOMMENDED ACTION

Eric and Kate Stille submitted an application to LAFCo for an Out-of-Agency Service Agreement on July 6, 2020 (Attachment 2). Government Code §56133 requires that districts and cities obtain LAFCo approval of any new or extended services outside the agency's existing boundaries. For the Commission to approve the request, the area to be served must be either:

1. Within the sphere of influence ("SOI") of the agency, and annexation of the territory is anticipated; or
2. LAFCo may also authorize extended services outside an agency's SOI to respond to an existing or impending public health or safety threat (e.g. failing well or septic system).

BACKGROUND

The subject property is just under 5 acres in size and is developed with an existing 4,769 square foot home constructed in 2009. The house currently is served by a 2008 standard septic system that is 3 feet deep. During permit review for a proposed addition, it was discovered that existing system no longer meets standards because it has only 1.5' to 3' vertical separation to visible groundwater as observed in April 2019, and may be even less during wet weather conditions. Therefore, the existing system would need to be abandoned and a new alternative system constructed to protect ground water. California Water Board and Yolo County requirements encourage connection to an existing municipal system where possible. Although there are apparently no issues with the parcel's current well service, it makes sense to connect both services at the same time to provide improved health and safety conditions for the landowners. The City of Davis already provides water and sewer services to El Macero and has provided a will-serve letter (Attachment 3) for water and sewer service for the existing parcel located at 27384 Eagle View Court (APN 033-011-024) in Yolo County.

Yolo LAFCo Standards of Evaluation

LAFCo may authorize extended services outside an agency's SOI to respond to an existing or impending public health or safety threat. Annexation to the City of Davis is not feasible until El Macero is annexed, which seems highly unlikely. The service extension would not be growth inducing because the property is zoned A-N (Ag Intensive) which has a minimum parcel size requirement of 80 acres for each newly created parcel. But more importantly, the Yolo County General Plan prohibits the division of agricultural land for non-agricultural purposes. The City of Davis is able to provide service without detracting from current service levels. Other than water and sewer services, no other services are needed/requested by this application.

City Requirements and Standards

All construction, permit, and connection fees and costs are the responsibility of the property owner. The Stilles will be responsible for constructing the connection to the City's infrastructure in Eagle View Court according to City standards. An easement already exists which would allow construction of required infrastructure to complete the connection. City water and sewer connection fees would be due at the time of connection, and the property owners would be responsible for the cost at current rates.

Relationship to El Macero County Service Area (CSA)

The subject parcel has an existing driveway easement and has used the El Macero public roads for access since the house was constructed in 2009. This request before LAFCo is for City of Davis water and sewer services only, and does not include any services provided by the El Macero CSA. Apparently, there have

been conversations between the landowner and member(s) of the CSA Advisory Committee about whether the parcel should annex into the CSA. Although there is no requirement to annex, should the landowner decide to voluntarily request annexation it would need to be handled as a separate application process.

CEQA

The California Environmental Quality Act (CEQA) requires analysis of agency approvals of discretionary projects. A “Project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” Staff has reviewed the project and recommends that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15303 (New Construction or Conversion of Small Structures). The Class 3 exemption applies to the construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of small structures from one use to another where only minor modifications are made in the exterior of the structure. Examples of this exemption include but are not limited to; water main, sewage, electrical, gas, and other utility extensions, including street improvements, of reasonable length to serve such construction. Staff reviewed the proposed project and did not find any evidence that special circumstances exist that would create a reasonable possibility that the proposed project will have a significant adverse effect on the environment. Therefore, the proposed project qualifies for the exemption under CEQA Guidelines Section 15303.

Attachments

- [ATT A-Reso 2020-04 Eric and Kate Stille OOA City of Davis](#)
 - [ATT B-LAF#936 Application 07.06.20](#)
 - [ATT C-City of Davis Will Serve Letter - 27384 Eagle View](#)
-

Form Review

Inbox

Christine Crawford (Originator)
Form Started By: Christine Crawford
Final Approval Date: 07/15/2020

Reviewed By

Christine Crawford

Date

07/15/2020 10:00 AM
Started On: 07/10/2020 02:46 PM

RESOLUTION № 2020-04

**RESOLUTION OF THE YOLO LOCAL AGENCY FORMATION COMMISSION
AUTHORIZING THE CITY OF DAVIS TO PROVIDE OUT OF AGENCY WATER
AND SEWER SERVICES TO ERIC AND KATE STILLE (27384 EAGLE VIEW
COURT, APN 033-011-024) LAFCO No. 936**

WHEREAS, the subject property is just under 5 acres in size and is developed with an existing 4,769 square foot home constructed in 2009 and 2008 standard septic system that is 3 feet deep; and

WHEREAS, during permit review for a proposed addition, it was discovered that the existing septic system no longer meets standards because it has only 1.5' to 3' vertical separation to visible groundwater as observed in April 2019, and may be even less during wet weather conditions; and

WHEREAS, the existing system would need to be abandoned and a new alternative system constructed to protect ground water; and

WHEREAS, California Water Board and Yolo County requirements encourage connection to an existing municipal system where possible; and

WHEREAS, Government Code §56133 states that LAFCo may authorize extended services outside an agency's sphere of influence in order to respond to an existing or impending public health or safety threat; and

WHEREAS, although there are apparently no issues with the parcel's current well service, it makes sense to connect both services at the same time to provide improved health and safety conditions for the landowners; and

WHEREAS, Eric and Kate Stille submitted an application to LAFCo for approval of City of Davis Out-of-Agency Services on July 6, 2020; and

WHEREAS, the City of Davis submitted a "will-serve" letter agreeing to extend water and sewer services outside City boundaries and its sphere of influence to this parcel; and

WHEREAS, the project was analyzed in accordance with Government Code section 56133, Yolo Local Agency Formation Commission's ("LAFCo") local policy for Out of Agency Service Review, and applicable CEQA Guidelines; and

WHEREAS, the LAFCo Executive Officer prepared and filed a report with recommendations with this Commission at least five (5) days prior to the date of the July 23, 2020 meeting during which the request was set to be considered; and

WHEREAS, an opportunity was given to all interested persons, organizations, and agencies to present oral or written testimony, protests, objections, and any other information concerning the application and all related matters; and

WHEREAS, at said meeting, the application, the CEQA documentation, and the Executive Officer's report and recommendations were reviewed and considered.

NOW, THEREFORE, BE IT RESOLVED that the Yolo Local Agency Formation Commission approves out of agency water and sewer services between the City of Davis and 27384 Eagle View Court, APN 033-011-024, as shown in Exhibit A (LAFCo No. 936), subject to the following findings and conditions of approval:

Findings

1. Finding: Staff has reviewed the proposed project and determined that it is exempt under CEQA in accordance with Section 15303 (New Construction or Conversion of Small Structures) and a Notice of Exemption will be filed.

Evidence: The Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15303 (New Construction or Conversion of Small Structures). The Class 3 exemption applies to the construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of small structures from one use to another where only minor modifications are made in the exterior of the structure. Examples of this exemption include; but are not limited to; water main, sewage, electrical, gas, and other utility extensions, including street improvements, of reasonable length to serve such construction. The Project includes construction/installation of water and sewer lines along an existing easement to connect to existing services located in Eagle View Court. Staff reviewed the proposed project and did not find any evidence that special circumstances exist that would create a reasonable possibility that the proposed Project will have a significant adverse effect on the environment. Therefore, the proposed Project qualifies for the exemption under CEQA Guidelines Section 15303.

2. Finding: Approval of Out of Agency Services for the project is consistent with Government Code §56133, Yolo LAFCo policies, and is granted in order to respond to an existing health or safety threat.

Evidence: Government Code Section 56133 allows LAFCo to authorize an agency to provide services outside of its sphere of influence in the event of a threat to the health and safety of the public or the affected residents. The subject property is located just outside of the City of Davis sphere of influence. It is just under 5 acres in size and is developed with an existing 4,769 square foot home constructed in 2009 and 2008 standard septic system that is 3 feet deep. During permit review for a proposed addition, it was discovered that existing system no longer meets standards because it has only 1.5' to 3' vertical separation to visible groundwater as observed in April 2019, and may be even less during wet weather conditions. Therefore, the existing system would need to be abandoned and a new alternative system constructed to protect ground water. Documentation has been submitted from Yolo County Environmental Health

and the landowner's engineer attesting to the need to abandon the system for health and safety reasons. California Water Board and Yolo County requirements encourage connection to an existing municipal system where possible. Although there are apparently no issues with the parcel's current well service, it makes sense to connect both services at the same time to provide improved health and safety conditions for the landowners. There are no growth-inducing impacts associated with this water and sewer connection. The subject parcel is already developed with a single family home and associated outbuildings. The City of Davis is able to provide water and sewer service to the parcels without detracting from current service levels and approval of the services connection is generally consistent with LAFCo policies. Since the parcels are already developed, there will be no environmental impacts including any impacts resulting from agricultural land conversion.

Conditions of Approval

1. To the extent allowed by law, the applicant and the real party of interest, if different, agree to defend, indemnify, hold harmless and release the Yolo Local Agency Formation Commission, its agents, officers, attorney and employees from any claim, action or proceeding brought against any of them, the purpose of which to attack, set aside, void, or annul the approval of this application or adoption of the environmental review which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive negligence of the part of the Yolo Local Agency Formation Commission its agents, officers, attorney or employees.
2. The applicant is required to enter into water and sewer service agreements with the City of Davis prior to connection to the City's systems. Connection, impact, and meter fees will be paid for by the applicant prior to permit issuance.
3. If the existing water well will not be used, it shall be abandoned under an approved Yolo County Environmental Health Well Abandonment Permit. However, should the well continue to be used, it shall be maintained in such a way to prevent a public health nuisance.
4. After connection to City sewer, the onsite wastewater treatment system (OWTS; i.e., septic system) shall be abandoned under an approved Yolo County Environmental Health Septic Abandonment Permit.
5. Please note that a Yolo County building permit will be required for connection to City sewer system. Please contact the Yolo County Building Division for requirements prior to construction.

PASSED AND ADOPTED by the Local Agency Formation Commission, County of Yolo, State of California, this 23th day of July 2020, by the following vote.

AYES:
NOES:
ABSENT:

Olin Woods, Chair
Yolo Local Agency Formation Commission

ATTEST:

Christine Crawford, Executive Officer
Yolo Local Agency Formation Commission

Approved as to form:

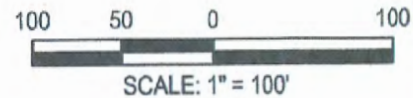


Eric May, Commission Counsel



LEGEND

- EXISTING WATER VALVE
- EXISTING SEWER MANHOLE
- 8" S EXISTING SEWER LINE
- 6" W EXISTING WATER LINE
- PROPOSED SEWER LINE
- PROPOSED WATER LINE



DESIGNED CEC
 DRAWN JR
 CHECKED CEC
 DATE: 6/30/2020
 JOB No: 1854.00

DAVIS

**STILLE RESIDENCE
 WATER AND SEWER CONNECTIONS**

CALIFORNIA



CECWEST.COM
 Project Planning • Civil Engineering • Landscape Architecture
 Sacramento Office: 2120 20th Street, Suite 1700, Sacramento, CA 95818, (916) 455-2026
 Davis Office: 2840 Spotted Dove, Suite 200, Davis, CA 95618, (530) 758-2028

SCALE
 1" = 100'
 SHEET
 1
 OF
 1

JUL 06 2020

YOLO LOCAL AGENCY FORMATION COMMISSION
 625 Court Street, Suite 107
 Woodland CA 95695
 (530) 666-8048
 lafco@yolocounty.org
 www.yololafco.org



PROPOSAL APPLICATION

Includes: Changes of Organization/Reorganization (Incorporation, Formation, Annexation, Detachment, Dissolution, or Consolidation), Out of Agency Service Reviews, Sphere of Influence Amendment, and Expansion of District Powers

This application is designed to be used for all proposals received by the Commission. If a question is not applicable to your proposal, please note accordingly.

A) An application is hereby made for changes involving the following cities and special districts:

Action: (ex. annexation, detachment)		Agency:
Out of Agency Service Contract	to/from	City of Davis
	to/from	
	to/from	

B) Proposal Detail (submit separate attachment if necessary):

This is an application to extend sewer and water service from the City of Davis (through the El Macero County Service Area) less than 200 feet to 27384 Eagle View Court. (See depiction in Exhibit A.) This application is for service to address a health and safety issue with the current septic system on the property. (See email from Deborah Anderson [Exhibit B], and letter from Chuck Cunningham [Exhibit C].)

C) This proposal includes:

- | | YES | NO |
|-------------------------------------|-------------------------------------|-------------------------------------|
| 1) 12 or more registered voters: | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2) 100% consent of property owners: | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

D) Is this proposal consistent with the adopted Sphere of Influence of all affected agencies? If no, this application must include a Sphere of Influence Amendment.

E) If the proposal includes a Change of Organization/Reorganization, the following items must be submitted with this application:

- 1) A **resolution of application** adopted by an affected city or special district; OR a **petition** of landowners or registered voters (the Notice of Intent to Circulate a Petition and the Petition forms are located separately under Application Materials on the LAFCo website).

- 2) One 8.5 x 11 hard copy (plus a high-resolution digital file) of a map and the metes-and-bounds description of the perimeter of the territory subject to a jurisdictional change for review and approval by LAFCo's Surveyor. Please see the Board of Equalization Requirements posted on the LAFCo website for map requirements. If there are questions regarding the "territory subject to a jurisdictional change" for the proposal, please contact LAFCo.
- 3) Environmental Documents:
 - a) If a Negative Declaration or Environmental Impact Report (EIR) has been prepared by another agency for a project associated with this proposal, submit one copy to LAFCo with this proposal.
 - b) If no environmental document has been prepared, please complete the *Environmental Questionnaire*.
- 4) City Proposals:
If the proposal includes annexation to a city, submit one copy of the city's resolution or ordinance pre-zoning the subject territory. LAFCo cannot consider the proposal until pre-zoning has been completed.
- 5) Existing Housing: For all city annexations that include areas that are inhabited (territory where 12 or more registered voters reside) or developed, include the number of existing housing units within the proposed city's annexation area as of the date in the resolution.

Annexing City:	
Detaching City/County:	
Total Housing Units:	

- 6) Property Tax Revenues:
If the proposal involves an annexation to a city and/or changes in district boundaries, negotiations for any exchange of property tax revenues *must be completed by the County and any affected city prior to LAFCo action*. For those proposals, LAFCo will notify the affected agencies after receiving your application and will provide preliminary information to begin the negotiations process.
- 7) Indemnification:
LAFCo requires that applicants indemnify LAFCo from litigation costs as a condition of submitting an application. The *Indemnification Agreement* is included in this application.
- 8) Deposit:
Fees will be charged for all Commission proceedings and actions at the Commission's actual costs (including overhead). *All Fee Schedules are located separately under Application Materials on the LAFCo website.*

All deposit fees listed are required to be paid by the applicant upon submittal of a proposal. A proposal with multiple actions requires a deposit for each action. If a proceeding is not listed, it will be subject to an initial fee as estimated by the Executive Officer. Any additional expenses incurred by the Commission, in excess of the deposited amount, will be billed to and paid by the applicant before completion of the LAFCo proceedings, including, but not limited to, consultant costs, feasibility studies, final recordation, and filings. Billing will be based on hourly rates. If a proposal is abandoned or terminated for any reason, the deposit amount not expended prior to that termination point will be refunded to the applicant.

Fees due to the State of California, including State Board of Equalization and the Department of Fish and Wildlife CEQA filing fees, will be paid by the applicant at the appropriate time and prior to final recordation of the Certificate of Completion.

JUSTIFICATION

- F) In as much detail as possible, please explain why this proposal is necessary and/or beneficial at this time. Attach additional detail if necessary. (For example, a proposed development or existing residences might require services not currently provided or available.)

This application is for service to address a health and safety issue with the current septic system on the property. (See Exhibits B and C.)

- G) Is this application proposed to carry out a development project? If so, describe the project.

This application is necessitated by a health and safety issue, not development. While the health and safety issue was discovered as part of a proposed remodel of the existing dwelling, adding 709 square feet to the existing 4769 square foot structure, it is not necessitated by the remodel.

- H) Indicate below all discretionary approvals or permits from a city, the County, or another agency that will be needed to complete the project. If already approved, please indicate the date of approval and attached the adopted conditions of approval.

	Project File Number	Date of Approval
City or County Plan Amendment		
Pre-zoning (City)/rezoning		
Tentative Subdivision Map		
Minor Land Division		
Other	Out of Agency Service Contract	Will follow LAFCo Action

SITE DESCRIPTION

- I) Describe the general location and physical features of the territory included in this proposal. Refer to major roads, watercourses, and topographical features.

See Exhibit A.

J) How many acres (or square miles) of territory are included in the proposal? 5 acres

K) How many people live in the subject territory? n/a

L) How many registered voters live in the subject territory? n/a

LAND USE INFORMATION

M) General Plan and Zoning:

What is the current General Plan designation? n/a

What is the current zoning? n/a

N) Proposed Land Use:

Will the territory be developed with proposed approvals?

YES NO

If no development is planned at this time, is development of the area anticipated? If so, when?

This application is necessitated by a health and safety issue, not development. As noted in Item G.,
the health and safety issue was discovered as part of a proposed remodel of the existing dwelling,
which adds 709 square feet to the existing 4769 square foot structure. The remodel did not necessitate this
application.

PLAN FOR PROVIDING SERVICES

O) List the agencies providing existing and proposed services to the territory. If not applicable or no change, please indicate accordingly.

SERVICE TYPE	Existing	Proposed
Agricultural Water	Well	no change
Cemetery Service	n/a	n/a
Fire Protection/ Emergency Response	City of Davis	no change
Flood Protection	n/a	n/a
Municipal Water Service	Well	City of Davis
Parks and Recreation	n/a	n/a
Police Protection	Yolo County	no change
Sewer Service	Septic	City of Davis
Solid Waste and Recycling	City of Davis	no change

Storm Drainage	individual system	no change
Street Lighting	n/a	n/a
Street Maintenance	n/a	n/a
Other		

P) Water/Wastewater Service:

If water/wastewater services will be provided to the territory, please answer the following:

- 1) What is the distance for connection to the agency's system? Less than 200 feet.
- 2) Does the agency have capacity for the anticipated service? YES NO
- 3) Will the agency be prepared to furnish service immediately? YES NO

Q) Service Plan: Describe any services to be extended to the affected territory, including the level and range of services and any improvements (on and off site) that will be necessary to connect and serve the anticipated development. Indicate an indication of when those services can feasibly be extended and the method of financing. (For example, assessment district, property owner, or developer fees etc.) Attach supplemental information if necessary. *Please provide will serve letter or other agency approvals.*

The City of Davis has agreed in principle to provide service. A letter will follow. Service will require a service agreement with the City. Property owners will pay City fees and cost of improvements.

SPECIAL REVENUES

R) Does the city or special district have plans to establish any new assessment districts, service charges, or other means to pay for new or extended services to this area?

Property owners will pay City fees and cost of improvements.

S) Will the area assume liability for any existing bonded debt upon annexation?

YES NO

If so, please indicate taxpayer cost:

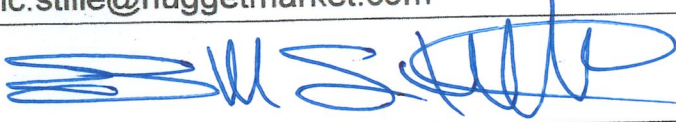
T) Will the territory be subject to any new or additional taxes, benefit charges, or fees? YES NO

If so, please explain:

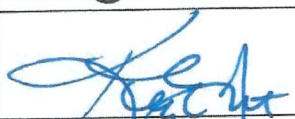
The parcel will be subject to City of Davis water and sewer service fees.

PROPONENT INFORMATION

LAFCo will consider the person signing this application as the proponent of the proposed action(s). Notices and other communications regarding this application will be directed to the proponent at:

Name:	Eric and Kate Stille		
Address:	27384 Eagle View Court		
City:	Davis	Zip:	95618
Phones:	Work: 530-399-3302	Fax:	
	Cell: 530-304-5802	Home:	
email:	eric.stille@nuggetmarket.com		
Signature:			

List any other person or agent who should be contacted concerning questions and any notifications for this proposal (attach additional if needed):

Name:	Kirk Trost, Sloan Sakai Yeung & Wong LLP		
Address:	555 Capitol Mall, Suite 600		
City:	Sacramento	Zip:	95814
Phones:	Work:	Fax:	
	Cell: 916-213-7933	Home:	
email:	ktrost@sloansakai.com		
Signature:			

DISCLOSURES FOR POLITICAL CONTRIBUTIONS

Pursuant to Government Code Sections 56100.1, 56700.1 and 57009, contributions and expenditures for political purposes related to a proposal or proceeding before LAFCo, including for a change of organization or reorganization or any proposal at the conducting authority stage of the LAFCo process (Reportable LAFCo Proceeding), are subject to the reporting and disclosure to the same extent as required for local initiative measures under the Political Reform Act (PRA), Government Code Section 81000 et seq., and the regulations of the Fair Political Practices Commission (FPPC) implementing that law.

Any applicant, opponent, or participant to a Reportable LAFCo Proceedings shall submit to the LAFCo Executive Officer all disclosures required by the PRA of contributions or expenditures for political purposes related to that LAFCo Proceeding. The disclosures may be submitted to LAFCo up to 7 calendar days after filing with the FPPC, but in no event later than 9:00 a.m. of the hearing of the Reportable LAFCo Proceeding.

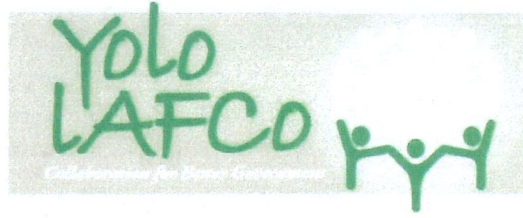
All parties and participants on a matter to be heard by the Commission that have made campaign contributions totaling \$250 or more to any Commissioner in the past 12 months must disclose this fact, either orally or in writing, for the official record as required by Government Code Section 84308.

Contributions and expenditures for political purposes related to any proposal or proceedings before LAFCo are subject to the reporting requirements of the Political Reform Act and the Fair Political Practices Commission, and must be disclosed to the Commission prior to the hearing on the matter.

For further assistance, contact the Fair Political Practices Commission at 428 J Street, Suite 450, Sacramento, CA 95814, (866) 275-3772 or at <http://www.fppc.ca.gov>.

YOLO
LOCAL
AGENCY
FORMATION
COMMISSION

625 Court Street, Suite 107
Woodland CA 95695
(530) 666-8048
lafco@yolocounty.org
www.yololafco.org



INDEMNIFICATION AGREEMENT

As part of this application, applicant and real party in interest if different, agree to defend, indemnify, hold harmless, and release the Yolo Local Agency Formation Commission, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of them, the purpose of which is to attack, set aside, void, or annul the approval of this application or adoption of the environmental document, which accompanies it. This indemnification obligation shall include but not be limited to: damages, costs, expenses, attorney fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive negligence on the part of the Yolo Local Agency Formation Commission, its agents, officers, attorneys, or employees.

Executed at Davis, California on, 7-2-20
City Date

APPLICANT: Eric and Kate Stille

Signature: [Handwritten Signature]

Title:

Mailing Address: 27384 Eagle View Court
Davis, CA 95618

REAL PARTY INTEREST:
(If different from Applicant)

Signature: _____

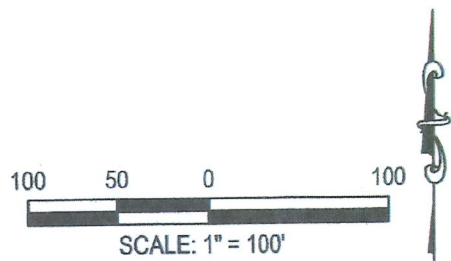
Title:

Mailing Address:



LEGEND

- EXISTING WATER VALVE
- EXISTING SEWER MANHOLE
- 8" S EXISTING SEWER LINE
- 6" W EXISTING WATER LINE
- PROPOSED SEWER LINE
- PROPOSED WATER LINE



DESIGNED CEC
 DRAWN JR
 CHECKED CEC
 DATE: 6/30/2020
 JOB No: 1854.00

DAVIS

**STILLE RESIDENCE
 WATER AND SEWER CONNECTIONS**

CALIFORNIA



Project Planning • Civil Engineering • Landscape Architecture
 Sacramento Office 2121 20th Street, Suite Three Sacramento, CA 95818 (916) 455-2026
 Davis Office 2940 Spotted Street, Suite 200 Davis, CA 95618 (530) 756-2026

CECWEST.COM

SCALE
 1" = 100'
 SHEET
 1
 OF
 1

From: Deborah Anderson
Sent: Monday, June 15, 2020 9:07 AM
To: Christine Crawford <Christine.Crawford@yolocounty.org>
Cc: Jianmin Huang <Jianmin.Huang@yolocounty.org>
Subject: Water and Sewer Service for 27384 Eagle View Court

Good morning, Christine -

I understand that you had requested a letter from Yolo County Environmental Health (YCEH) Division – please understand that this email will act as such letter.

As previously discussed, this site was evaluated by YCEH due to a building permit review. The building project is proposing to add a bedroom. Upon evaluation, it was determined that connection to City sewer may be possible.

The following are the current facts:

- Yolo County septic system requirements changed in 2016 due to requirements from the California Water Board.
- This house currently has a 2008 standard septic system that is 3 feet deep. It appears as though this was for a new build – the YC Assessor’s records show this to be a 2009 house.
- Because the recent building project includes the addition of a bedroom, this triggers the existing septic system to be evaluated for possible modifications.
 - Note: Septic systems are designed using bedroom number because of potential occupancy.
- A site/soil evaluation at this site was conducted in April 2019. Groundwater was observed at approx. 4.5’ and 6’, with soil indicators that seasonal groundwater may be much shallower.
 - These observations concluded that the existing system does not meet current requirements because there is not enough soil between the bottom of the existing trench to “clean” the wastewater effluent before it contacts groundwater; therefore, the current system may not be protecting ground water.
 - Current requirements: standard septic systems must have 5 feet of effective soil from bottom of trench to groundwater. This system does not meet this requirement because it has only 1.5’ to 3’ vertical separation to visible groundwater as observed in 4/2019, and this vertical setback maybe less during wet weather given the soil indicators.
- A possible city connection was identified during the site evaluation. Septic systems are prohibited if connection to a public sewer system is available.
 - Yolo County Code Sec. 6-19.1201 (Connection to Public Sewer System Required) - Where there is public sewer system available for connection, systems shall be prohibited. The public sewer system is considered available when (1) a single Lot or parcel being served is located 200 feet or less from a suitable connection point to a public sewer system, and (2) connection to the public sewer system is allowed by the public sewer system governing body and/or other governing bodies, such as Local Agency Formation Commission.

- To pursue this current building project, the property owner would need to be connected to a public sewer system. If connection is not available, the existing system would need to be abandoned and a new alternative system would be required to protect ground water.
 - Alternative septic systems are required to be frequently monitored and maintained in such a way to show they continue to function properly to protect the groundwater. An annual operating permit will required. They are generally more expensive to install and maintain than a standard system.

Please let me know if you have any further questions.

Sincerely,

Debbie Anderson, REHS III

*Yolo County Department of Community Services
Environmental Health Division
292 West Beamer Street
Woodland, CA 95695*

(Our office hours are M-Th: 8 am – noon, and 1 pm – 4 pm and Friday: 8 am - noon)

*PLEASE NOTE: We highly encourage you to conduct your business over the phone or by email if possible.
If you must come to our counter all persons entering our building must wear a face covering as required by the Health Officer.
The State shelter-in-place order limits activity and travel to slow the spread of novel coronavirus.
[Yolo County Novel Coronavirus Main Webpage](#) [Yolo County Roadmap to Recovery](#)*

Our office will be closed on Friday, July 3, in observance of Independence Day.

*Direct/Desk: (530) 666-8604
Field Ph: (530) 312-5414 – teleworking phone contact #
Main Office: (530) 666-8646
Fax: (530) 669-1448*



30 June 2020

Ms. Christine Crawford
Executive Officer
Yolo County Local Agency Formation Commission
625 Court St
Woodland, CA 95695

Subject: 27384 Eagle View Ct

Dear Ms. Crawford,

Thank you for your assistance to date in outlining the LAFCo process for Out of Agency agreements relative to connections to the public sewer and water for this property. The Stille's single family house is currently served by an out of compliance septic system that poses the risk of groundwater contamination and thus a public health risk.

First, let me note that the Yolo County Onsite Wastewater Treatment System Ordinance prohibits on-site wastewater (septic) systems when a public sewer is located within 200' of the subject property. The available public sewer connection point is located approximately 195' from the Stille's property line, as noted on the attached exhibit. The water and sewer systems in El Macero are operated by the City of Davis, who are agreeable to providing service to the Stille property. The applicable section of the Onsite Ordinance reads:

"Where there is Public Sewer System available for connection, Systems shall be prohibited. The Public Sewer System is considered available under the following circumstances: A single Lot or parcel being served is located 200 feet or less from a suitable connection point to a Public Sewer System." *Yolo County Code*, Title 6, Chapter 19, Article 12, Section 6-19.1201 (a)(1).

With respect to the existing on-site septic system, in a June 9, 2019 email, Debbie Anderson with the Yolo County Environmental Health Division wrote:

"A site/soil evaluation at this site was conducted in April 2019. Groundwater was observed at approx. 4.5' and 6', with soil indicators that seasonal groundwater may be much shallower.

1. These observations concluded that the existing system does not meet current requirements because there is not enough soil between the bottom of the existing trench to "clean" the wastewater effluent before it contacts groundwater.
 - a.) Current requirements: standard septic systems must have 5 feet of soil from bottom of trench to groundwater. *This system has only 1.5' to 3' vertical separation to visible groundwater as observed in 4/2019, and maybe less during wet weather given the soil indicators. (Emphasis added).*

■ Davis: 2940 Spafford Street, Suite 200 ■ Davis, California 95618 ■ (530)758-2026 ■ fax (530)758-2066 ■ cecwest.com

■ Sacramento: 2120 20th Street, Suite Three ■ Sacramento, California 95818 ■ (916)455-2026 ■ fax (916)451-2066

Groundwater is kept at a relatively high-level year-round, due to active irrigation ditches on two sides of the Stille property. The minimum 5' vertical separation is founded in THE WATER QUALITY CONTROL PLAN (BASIN PLAN) FOR THE CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD CENTRAL VALLEY REGION. As you know, Basin Plans form the basis for protecting the waters of the State. The Plan states:

"Improperly located, designed, constructed and/or maintained on-site wastewater treatment and disposal systems can result in ground and surface water degradation and public health hazards. The Regional Water Board's approach is that the control of individual wastewater treatment and disposal systems is best accomplished by local environmental health departments enforcing county ordinances designed to provide protection to ground and surface waters. Consistent with this approach, the Regional Water Board implements the State Water Board's Water Quality Control Policy for Siting, Design, Operation, and Maintenance of Onsite Wastewater Treatment Systems (OWTS Policy)."

The minimum 5' requirement is included in the OWTS Policy and is incorporated into the Yolo County Onsite Wastewater Treatment System Ordinance.

The Groundwater Foundation notes in its Groundwater Contamination Fact Sheet how septic systems can be a source of contamination:

"Septic Systems

Onsite wastewater disposal systems used by homes, offices or other buildings that are not connected to a city sewer system. Septic systems are designed to slowly drain away human waste underground at a slow, harmless rate. *An improperly designed, located, constructed, or maintained septic system can leak bacteria, viruses, household chemicals, and other contaminants into the groundwater causing serious problems.* (Emphasis added)."

Given that the vertical separation between the bottom of the septic system leach field and seasonal groundwater is between 1.5' and 3', or less, **we conclude that a definite threat to groundwater contamination exists and that connection to the public sewer system is well warranted.**

Please let me know if you have any questions.

Very truly yours,



Charles W Cunningham
CEO
RCE C30339

cc: Eric Stille
Kirk Trost

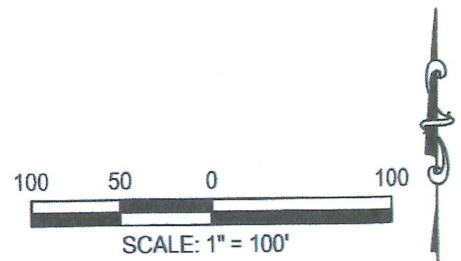
Attachment: 1854-01 Residence Water and Sewer Connections





LEGEND

- EXISTING WATER VALVE
- EXISTING SEWER MANHOLE
- 8" S — EXISTING SEWER LINE
- 6" W — EXISTING WATER LINE
- PROPOSED SEWER LINE
- PROPOSED WATER LINE



DESIGNED	CEC
DRAWN	JR
CHECKED	CEC
DATE:	6/30/2020
JOB No:	1854.00

DAVIS

**STILLE RESIDENCE
WATER AND SEWER CONNECTIONS**

CALIFORNIA



CECWEST.COM
Project Planning • Civil Engineering • Landscape Architecture
Sacramento Office: 2120 20th Street, Suite Three, Sacramento, CA 95818 (916) 455-2026
Davis Office: 2940 Spafford Street, Suite 200, Davis, CA 95618 (530) 758-2026

SCALE	1" = 100'
SHEET	1
OF	1



PUBLIC WORKS UTILITIES & OPERATIONS DEPARTMENT

23 Russell Boulevard - Davis, California 95616
530.757.5686 - cityofdavis.org

July 9, 2020

Eric Stille
27384 Eagle View Court
El Macero, CA 95618

RE: Water and Sewer Service for 27384 Eagle View Court, Yolo County Referral
#936
Nearest Cross Streets: S. El Macero Drive and Eagle View Court

To Whom It May Concern,

This letter is to inform you that the City of Davis is prepared to process an application to provide water and sanitary sewer connections to the property located at 27384 Eagle View Court, located in Yolo County, State of California, outside the Davis city limits.

No financial arrangements for installation of water or sewer lines have been made since existing water and sewer lines in Eagle View Court are ample and ready to provide potable water service for domestic use, irrigation, and fire protection, and sewer service for 27384 Eagle View Court. Water will be furnished on demand, without exception.

The applicant will be required to enter into water and sewer service agreements with the City prior to connection to the City's systems. Connection, impact, and meter fees will be paid for by the applicant prior to permit issuance.

Should you have any further questions or concerns, please do not hesitate to contact me.

Sincerely,

Stan Gryczko
Public Works Utilities and Operations Director
City of Davis - Public Works
23 Russell Boulevard
Davis, CA 95616

Regular 7.

LAFCO

Meeting Date: 07/23/2020

Information

SUBJECT

Consider CALAFCO 2020 Board of Directors nomination of one county member and designate a voting delegate and alternate for the election

RECOMMENDED ACTION

1. Determine any nominee for a County Member to the CALAFCO 2020 Executive Board and authorize the Chair to sign a letter of recommendation of support if a nominee is chosen.
2. Designate a voting delegate and alternate.

FISCAL IMPACT

CALAFCO Executive Board Members are not reimbursed by the Association. Each LAFCo absorbs the traveling costs for its own member on the Executive Board. The estimated annual traveling costs will vary depending on the location of Board meetings. Board members may participate in meetings via conference call; however, because of the length of Board meetings, those who choose to conference in have a more difficult time participating. The Board meets four to five times each year at alternate sites around the state. The annual cost could range from \$500 to \$1,000 if air travel is required. Sufficient funds can be budgeted for this expense.

REASONS FOR RECOMMENDED ACTION

The CALAFCO Recruitment Committee is accepting nominations to the Executive Board. The office of the County Member is open in the Central Region, where Yolo LAFCo is located. A County Member LAFCo commissioner or alternate commissioner is eligible to run for this Board seat. The incumbent, Shiva Frentzen, from El Dorado County, will not be running for another term as she has termed out for her local county seat.

A voting delegate and an alternate must also be designated. According to the Yolo LAFCo Administrative Policies and Procedures, the most senior Regular

Commissioner attending the conference will be the voting member.

Board nominations are due to the election committee and the names of the designated voting delegate and alternate are due to CALAFCO, both by Tuesday, September 22, 2020 by 5:00pm.

BACKGROUND

Due to the ongoing COVID-19 pandemic, CALAFCO recently announced the in-person annual conference is canceled and Board elections would be conducted via an all mail ballot (see attachment D on Consent). Included as Attachment A is an important update from the election committee regarding the upcoming election for the CALAFCO 2020/21 Board of Directors. It states that because there will be no caucus, there is no ability to nominate a candidate from the floor so all nominations must come from the nomination packets submitted by the September 22, 2020, deadline. Ballots will be emailed to the voting delegates on October 7, 2020 and ballots are due to CALAFCO by 4:00 pm on October 21, 2020. Any submitted changes in bylaws or other association administrative documents may also be voted upon.

Also included as attachment B is the CALAFCO 2020 Board of Directors Election Nomination packet which includes an invitation from the election committee, details on any changes to the election process, current CALAFCO Board Members, and nomination forms.

Attachments

[ATT A-UPDATE CALAFCO 2020 Board Election](#)

[ATT B-CALAFCO 2020 Board Recruitment and Nomination Packet](#)

Form Review

Inbox	Reviewed By	Date
Christine Crawford	Christine Crawford	07/13/2020 03:10 PM
Form Started By: Terri Tuck		Started On: 07/08/2020 10:51 AM
Final Approval Date: 07/14/2020		

July 7, 2020

To: Local Agency Formation Commission
Members and Alternate Members

From: Shiva Frentzen, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors



RE: IMPORTANT UPDATE - Elections for 2020/2021 CALAFCO Board of Directors

As you know, nominations are now open for the fall elections of the CALAFCO Board of Directors. Please refer to the announcement and nomination packet sent out to you on June 19, 2020 for details on which seats are open and other important information.

In that announcement we advised you that if we are unable to have an in-person annual conference due to the COVID-19 pandemic, the elections will be conducted by all mail ballot. **As the in-person annual conference has been cancelled, the 2020 Board of Directors elections will be an electronic ballot procedure.**

- ✓ We will use the timelines outlined in CALAFCO policies as detailed in the June 19 announcement with some slight modifications as provided below.
- ✓ CALAFCO still needs the name of your voting delegate. Please also provide their title and email address as the ballot will be emailed directly to your voting delegate. The voting delegate will also cast votes on behalf of your LAFCo at whatever virtual annual business meeting we may have.

Since there will be no caucus, there is no ability to nominate a candidate from the floor. All nominations must come from the nomination packets submitted and acknowledged as received by the deadline of September 22, 2020 at 5:00 p.m.

Please inform your Commission that the CALAFCO Election Committee is accepting nominations until Tuesday, September 22, 2020 at 5:00 p.m. and that this is the only way to get your name on the ballot and be considered for election.

The election committee and CALAFCO staff will meet virtually the morning of October 22 for purposes of tabulating the results and certifying the election. All election documents will be available for member LAFCo inspection upon request.

- **June 19** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 22** – Completed Nomination packet due
- **September 22** – Voting delegate name and email address due to CALAFCO
- **October 7** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 7** – Distribution of ballots by email to voting delegate
- **October 21** - Ballots due to CALAFCO by 4:00 p.m. – **NO LATE BALLOTS WILL BE ACCEPTED**
- **October 22** – Elections tabulated by the Elections Committee and an announcement made to the membership

Please direct any questions you have about the election process to Executive Director Pamela Miller at pmiller@calafco.org or by calling her at 916-442-6536; or to the Election Committee Chair Shiva Frentzen at sfrentzen@calafco.org or by calling her at 530-621-5390.

June 19, 2020

To: Local Agency Formation Commission
Members and Alternate Members

From: Shiva Frentzen, Committee Chair
CALAFCO Board Election Committee
CALAFCO Board of Directors



RE: Nominations for 2020/2021 CALAFCO Board of Directors

Nominations are now open for the fall elections of the CALAFCO Board of Directors. Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that affect us all. The Board meets four to five times each year at alternate sites around the state. Any LAFCo commissioner or alternate commissioner is eligible to run for a Board seat.

CALAFCO's Election Committee is accepting nominations for the eight (8) seats noted below on the CALAFCO Board of Directors. There are two (2) open in each region as follows:

<u>Central Region</u>	<u>Southern Region</u>	<u>Northern Region</u>	<u>Coastal Region</u>
County Member	City Member	City Member	County Member
District Member	Public Member	Public Member	District Member

The election will be conducted during Regional Caucuses at the CALAFCO Annual Conference prior to the Annual Membership Meeting on Thursday, October 22, 2020 at the Hyatt Regency in Monterey, CA. *If we are unable to have an in-person annual conference due to the COVID-19 pandemic, the elections will be conducted by all mail ballot. This means there will be no nominations from the floor as part of the usual caucus procedures.*

Please inform your Commission that the CALAFCO Election Committee is accepting nominations for the above-cited seats until *Tuesday, September 22, 2020 at 5:00 p.m.*

Incumbents are eligible to run for another term. Nominations received by September 22 will be included in the Election Committee's Report and will be on the ballot. The Report will be distributed to LAFCo members no later than October 7, 2020 and ballots made available to Voting Delegates at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

For those member LAFCos who cannot send a representative to the Annual Meeting an electronic ballot will be made available if requested in advance. **The ballot request must be made no later than Tuesday, September 22, 2020. Completed absentee ballots must be returned by 8:00 a.m., Monday, October 19, 2020.**

Should your Commission nominate a candidate, the Chair of your Commission must complete the attached Nomination Form and the Candidate's Resume Form or provide the specified information in another format other than a resume. Commissions may also include a letter of recommendation or resolution in support of their nominee.

The nomination forms and materials must be received by the CALAFCO Executive Director no later than Tuesday, September 22, 2020 at 5:00 p.m. Here is a summary of the deadlines for this year's nomination process:

- **June 23** – Nomination Announcement and packet sent to LAFCo membership and posted on the CALAFCO website.
- **September 22** – Completed Nomination packet due
- **September 22** – Request for an absentee/electronic ballot due
- **September 22** – Voting delegate name due to CALAFCO
- **October 7** – Distribution of the Election Committee Report (includes all completed/submitted nomination papers)
- **October 7** – Distribution of requested absentee/electronic ballots.
- **October 19** – Absentee ballots due to CALAFCO
- **October 22** - Elections

Returning the nomination form prior to the deadline ensures your nominee is placed on the ballot. Names will be listed in the order nominations were received should there be multiple candidates. Electronic filing of nomination forms and materials is encouraged to facilitate the recruitment process. Please send e-mails with forms and materials to info@calafco.org. Alternatively, nomination forms and materials can be mailed or faxed to the address or fax number below. Please forward nominations to:

CALAFCO Election Committee c/o Executive Director
California Association of Local Agency Formation Commissions
1020 12th Street, Suite 222
Sacramento, California 95814
FAX: 916-442-6535
EMAIL: info@calafco.org

Questions about the election process can be sent to the Chair of the Committee, Shiva Frentzen, at sfrentzen@calafco.org or by calling her at 530-621-5390. You may also contact CALAFCO Executive Director Pamela Miller at pmiller@calafco.org or by calling 916-442-6536.

Members of the 2020/2021 CALAFCO Election Committee are:

Shiva Frentzen, Chair sfrentzen@calafco.org	El Dorado LAFCo (Central Region) 530-621-5390
David Couch dcouch@cityofarcata.org	Humboldt LAFCo (Northern Region) 530-242-1112
Jo MacKenzie jmackenzie@calafco.org	San Diego LAFCo (Southern Region) 858-614-7755
Tom Murray tmurray@calafco.org	San Luis Obispo LAFCo (Coastal Region) 805-781-5795

Attached please find a copy of the CALAFCO Board of Directors Nomination and Election Procedures as well as the current listing of Board Members and corresponding terms of office.

Please consider joining us!

Enclosures

Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

1. APPOINTMENT OF AN ELECTION COMMITTEE:

- a. Following the Annual Membership Meeting the Board shall appoint an Election Committee of four members of the Board. The Election Committee shall consist of one member from each region whose term is not ending.⁸
- b. The Board shall appoint one of the members of the Election Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Election Committee in cooperation with the CALAFCO Executive Director.⁸
- c. Each region shall designate a regional representative to serve as staff liaison to the Election Committee.⁸
- d. Goals of the Committee are to provide oversight of the elections process and to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban suburban and rural population if there is an open seat for which no nominations papers have been received close to the deadline.⁸

2. ANNOUNCEMENT TO ALL MEMBER LAFCoS:

- a. No later than three months prior to the Annual Membership Meeting, the Election Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:⁸
 - i. A statement clearly indicating which offices are subject to the election.
 - ii. A regional map including LAFCoS listed by region.
 - iii. The dates by which all nominations must be received by the Election Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Elections Committee action."⁸
 - iv. The names of the Election Committee members with the Committee Chairman's LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - v. The address to send the nominations forms.
 - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.
- b. No later than four months before the annual membership meeting, the Election Committee Chairman shall send an announcement to the Executive Director for distribution to each member LAFCo and for publication in the newsletter and on the web site. The announcement shall include the following:⁸

Key Timeframes for Nominations Process	
Days*	
90	Nomination announcement
30	Nomination deadline
14	Committee report released
<small>*Days prior to annual membership meeting</small>	

- i. A statement clearly indicating which offices are subject to the election.
 - ii. The specific date by which all nominations must be received by the Election Committee. Nominations received after the closing dates shall be returned to the proposing LAFCo marked “Received too late for Election Committee action.”⁸
 - iii. The names of the Election Committee members with the Committee Chair’s LAFCo address and phone number, and the names and contact information for each of the regional representatives.⁸
 - iv. Requirement that nominated individual must be a commissioner or alternate commissioner from a member in good standing within the region.
- c. A copy of these procedures shall be posted on the web site.

3. THE ELECTION COMMITTEE:

- a. The Election Committee and the regional representatives have the responsibility to monitor nominations and help assure that there are adequate nominations from each region for each seat up for election. No later than two weeks prior to the Annual Conference, the Election Committee Chair shall distribute to the members the Committee Report organized by regions, including copies of all nominations and resumes, which are received prior to the end of the nomination period.⁸
- b. At the close of the nominations the Election Committee shall prepare regional ballots. Each region will receive a ballot specific to that region. Each region shall conduct a caucus at the Annual Conference for the purpose of electing their designated seats. Caucus elections must be held prior to the annual membership meeting at the conference. The Executive Director or assigned staff along with a member of the Election Committee shall tally ballots at each caucus and provide the Election Committee the names of the elected Board members and any open seats. In the event of a tie, the staff and Election Committee member shall immediately conduct a run-off ballot of the tied candidates.⁸
- c. Make available sufficient copies of the Committee Report for each Voting Delegate by the beginning of the Annual Conference.
- d. Make available blank copies of the nomination forms and resume forms to accommodate nominations from the floor at either the caucuses or the annual meeting (if an at-large election is required).
- e. Advise the Executive Director to provide “CANDIDATE” ribbons to all candidates attending the Annual Conference.⁸
- f. Post the candidate statements/resumes organized by region on a bulletin board near the registration desk.
- g. Regional elections shall be conducted as described in Section 4 below. The representative from the Election Committee shall serve as the Presiding Officer for the purpose of the caucus election.⁸
- h. Following the regional elections, in the event that there are open seats for any offices subject to the election, the Election Committee Chair shall notify the Chair of the Board of Directors that an at-large election will be required at the annual membership meeting and to provide a list of the number and category of seats requiring an at-large election.⁸

4. ELECTRONIC BALLOT FOR LAFCO IN GOOD STANDING NOT ATTENDING ANNUAL MEETING⁶

Limited to the elections of the Board of Directors

- a. Any LAFCo in good standing shall have the option to request an electronic ballot if there will be no representative attending the annual meeting.
- b. LAFCos requesting an electronic ballot shall do so in writing no later than 30 days prior to the annual meeting.
- c. The Executive Director shall distribute the electronic ballot no later than two weeks prior to the annual meeting.
- d. LAFCo must return the ballot electronically to the executive director no later than three days prior to the annual meeting.
- e. LAFCos voting under this provision may discard their electronic ballot if a representative is able to attend the annual meeting.
- f. LAFCos voting under this provision may only vote for the candidates nominated by the Election Committee and may not vote in any run-off elections.⁸

5. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING:

- a. The Election Committee Chairman, another member of the Election Committee or the Chair's designee (hereafter called the Presiding Officer) shall:⁸
 - i. Review the election procedure with the membership.
 - ii. Present the Election Committee Report (previously distributed).
 - iii. Call for nominations from the floor by category for those seats subject to this election:
 1. For city member.
 2. For county member.
 3. For public member.
 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy.
- e. The Presiding Officer shall then conduct the election:
 - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
 1. Name the nominees and offices for which they are nominated.
 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.

- ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
 - 1. Poll the LAFCoS in good standing by written ballot.
 - 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.
 - 3. Any ballots submitted electronically for candidates included in the Election Committee Report shall be added to the tally.⁸
 - 4. With assistance from CALAFCO staff, tally the votes cast and announce the results.
- iii. Election to the Board shall occur as follows:
 - 1. The nominee receiving the majority⁶ of votes cast is elected.
 - 2. In the case of no majority, the two nominees receiving the two highest number of votes cast shall face each other in a run-off election. Electronic ballots are not included in the tally for any run-off election(s).⁶
 - 3. In case of tie votes⁶:
 - a. A second run-off election shall be held with the same two nominees.
 - b. If there remains a tie after the second run-off, the winner shall be determined by a draw of lots.
 - 4. In the case of two vacancies, any candidate receiving a majority of votes cast is elected.⁶
 - a. In the case of no majority for either vacancy, the three nominees receiving the three highest number of votes cast shall face each other in a run-off election.
 - b. In the case of no majority for one vacancy, the two nominees receiving the second and third highest number of votes cast shall face each other in a run-off election.
 - c. In the event of a tie, a second run-off election shall be held with the tied nominees. If there remains a tie after the second run-off election the winner shall be determined by a draw of lots.

6. ADDITIONAL PROCEDURES

- a. For categories where there are more candidates than vacancies, names will be listed in the order nominated.
- b. The Election Committee Chair shall announce and introduce all Board Members elected at the Regional Caucuses at the annual business meeting.⁸
- c. In the event that Board seats remain unfilled after a Regional Caucus, an election will be held immediately at the annual business meeting to fill the position at-large. Nominations will be taken from the floor and the election process will follow the procedures described in Section 4 above. Any commissioner or alternate from a member LAFCo may be nominated for at-large seats.
- d. Seats elected at-large become subject to regional election at the expiration of the term. Only representatives from the region may be nominated for the seat.
- e. As required by the Bylaws, the members of the Board shall meet as soon as possible after

election of new board members for the purpose of electing officers, determining meeting places and times for the coming year, and conducting any other necessary business.

7. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

8. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

These policies and procedures were adopted by the CALAFCO Board of Directors on 12 January 2007 and amended on 9 November 2007¹, 8 February 2008², 13 February 2009³, 12 February 2010⁴, 18 February 2011⁵, 29 April 2011⁶, 11 July 2014⁷ and 27 October 2017⁸. They supersede all previous versions of the policies.

CALAFCO Regions

FOUR REGIONS



The counties in each of the four regions consist of the following:

Northern Region

Butte
Colusa
Del Norte
Glenn
Humboldt
Lake
Lassen
Mendocino
Modoc
Nevada
Plumas
Shasta
Sierra
Siskiyou
Sutter
Tehama
Trinity
Yuba

CONTACT: Steve Lucas
Butte LAFCo
slucas@buttecounty.net

Southern Region

Orange
Los Angeles
Imperial
Riverside
San Bernardino
San Diego

CONTACT: Gary Thompson
Riverside LAFCo
gthompson@lafco.org

Coastal Region

Alameda
Contra Costa
Marin
Monterey
Napa
San Benito
San Francisco
San Luis Obispo
San Mateo
Santa Barbara
Santa Clara
Santa Cruz
Solano
Sonoma
Ventura

CONTACT: Martha Poyatos
San Mateo LAFCo
mpoyatos@smcgov.org

Central Region

Alpine
Amador
Calaveras
El Dorado
Fresno
Inyo
Kern
Kings
Madera
Mariposa
Merced
Mono
Placer
Sacramento
San Joaquin
Stanislaus
Tulare
Tuolumne
Yolo

CONTACT: Christine Crawford, Yolo LAFCo
christine.crawford@yolocounty.org

CALAFCO Board Members 2019-20 (as of June 19, 2020)		
Board Member Name	LAFCo - Region	Type (Term Expires)
Cheryl Brothers	Orange - <i>Southern</i>	City (2020)
Bill Connelly - Treasurer	Butte - <i>Northern</i>	County (2021)
David Couch	Humboldt - <i>Northern</i>	District (2021)
Shiva Frentzen	El Dorado - <i>Central</i>	County (2020)
Blake Inscore	Del Norte - <i>Northern</i>	City (2020)
Gay Jones	Sacramento - <i>Central</i>	District (2020)
Michael Kelley – Vice Chair	Imperial - <i>Southern</i>	County (2021)
Michael McGill - Chair	Contra Costa - <i>Coastal</i>	District (2020)
Jo MacKenzie	San Diego - <i>Southern</i>	District (2021)
Margie Mohler	Napa - <i>Coastal</i>	City (2021)
Tom Murray	San Luis Obispo - <i>Coastal</i>	Public (2021)
Anita Paque - Secretary	Calaveras - <i>Central</i>	Public (2021)
Jane Parker	Monterey - <i>Coastal</i>	County (2020)
Daniel Parra	Fresno - <i>Central</i>	City (2021)
Josh Susman	Nevada - <i>Northern</i>	Public (2020)
David West	Imperial - <i>Southern</i>	Public (2020)

Board of Directors 2020/2021 Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) City County Special District Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual Membership Meeting of the Association.

LAFCo Chair

Date

NOTICE OF DEADLINE

Nominations must be received by **September 22, 2020** at 5:00 p.m. to be considered by the Election Committee. Send completed nominations to:
CALAFCO Election Committee
CALAFCO
1020 12th Street, Suite 222
Sacramento, CA 95814

Board of Directors 2020/2021 Candidate Resume Form

Nominated By: _____ LAFCo Date: _____

Region (please check one): Northern Coastal Central Southern

Category (please check one): City County Special District Public

Candidate Name _____

Address _____

Phone Office _____ Mobile _____

e-mail _____

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience:

Availability:

Other Related Activities and Comments:

NOTICE OF DEADLINE

Nominations must be received by **September 22, 2020** at 5:00 p.m. to be considered by the Election Committee. Send completed nominations to:
CALAFCO Election Committee
CALAFCO
1020 12th Street, Suite 222
Sacramento, CA 95814

Executive Officer Report 8.

LAFCO

Meeting Date: 07/23/2020

Information

SUBJECT

A report by the Executive Officer on recent events relevant to the Commission and an update of the Yolo LAFCo staff activity for the month. The Commission or any individual Commissioner may request that action be taken on any item listed.

- A. Cancellation of 2020 Annual Conference – 2020 Achievement Awards status
 - B. Long Range Planning Calendar
 - C. EO Activity Report – May 26 through July 17, 2020
-

Attachments

[ATT B-07.23.2020 Long Range Planning Calendar](#)

[ATT C-EO Activity Report May26-Jul17](#)

Form Review

Form Started By: Terri Tuck

Started On: 07/14/2020 08:26 AM

Final Approval Date: 07/14/2020



Long Range Meeting Calendar – Tentative Items

July 23, 2020 LAFCo Meeting

Meeting Date	Tentative Agenda Items	Location
Sep 24, 2020	<ul style="list-style-type: none"> MSR for the Community Services Districts (Cacheville, Esparto, Knights Landing and Madison) MSR for the Water Districts (YCFCWCD and Dunnigan) Annexation for the Dunnigan Water District (#935) FY 19/20 Q4 Financial Update 	Woodland
Oct 29, 2020	<ul style="list-style-type: none"> JPA Service Review for the Yolo Subbasin Groundwater Authority FY 20/21 Q1 Financial Update 	Woodland
Dec 3, 2020	<ul style="list-style-type: none"> Direction to Staff Re Convening a Shared Services Workshop Adopting LAFCo 2021 Meeting Calendar 	Woodland

New Proposals Received Since Last Meeting

Date Received	Proposal
June 15, 2020	<ul style="list-style-type: none"> Dunnigan Water District Annexation (#935)
July 6, 2020	<ul style="list-style-type: none"> Request to Extend City of Davis Water and Sewer Services to 27384 Eagle View Court via the El Macero CSA Due to Health and Safety Reasons (#936)

LAFCo EO Activity Report May 26 through July 17, 2020

Item 8-ATT C

Date	Meeting/Milestone	Comments
05/26/2020	CALAFCO Messaging Team	Working on LAFCo messaging for proactive leadership during fiscal crisis
05/26/2020	CALAFCO/LAFCo EOs Conference Call	Weekly discussion and CALAFCO updates
05/26/2020	Staff Meetings	Weekly Zoom meetings (due to COVID-19 shelter-in-place)
05/26/2020	Conference Call w/Pamela Miller (CALAFCO)	CALAFCO Annual Conference planning committee agenda
05/27/2020	CALAFCO Conference Program Committee Meeting #3	Review topics and make decisions on topics and program placement. Team Leaders assigned.
05/28/2020	Yolo LAFCo Meeting	Regular Meeting
05/28/2020	Knights Landing CSD Budget Meeting	KLCSD financial issues
05/29/2020	Conference Call w/Pamela Miller & Jane Parker (District 4-Monterey Co)	CALAFCO Conference Session Follow Up
06/01/2020	Staff Meeting	Weekly Zoom meetings
06/01/2020	Meeting w/County Staff (Jill Cook (CAO), Chad Rinde (DFS), Tricia Valenzuela (BOS))	Knights Landing CSD Governance/Fiscal Issues
06/02/2020	CALAFCO/LAFCo EOs Conference Call	Weekly discussion and CALAFCO updates
06/04/2020	GoToWebinar by CSMFO (CA Society of Municipal Finance Officers)	COVID-19: Local Government - The Road Ahead with Michael Coleman and Nick Romo
06/05/2020	Meeting w/Leo Refsland (Manager, Madison CSD)	Knights Landing CSD Governance/Fiscal Issues
06/09/2020	Meeting w/Martha Poyatos (CALAFCO DEO/San Mateo LAFCo EO)	CALAFCO Conference Session
06/09/2020	CALAFCO/LAFCo EOs Conference Call	Weekly discussion and CALAFCO updates
06/10/2020	Woodland 2x3x2	Broadband
06/10/2020	CALAFCO Conference Program Committee Meeting #3.5	Session Team Leaders assigned
06/10/2020	County/Davis 2x2	Update on latest State/County COVID-19 Health Orders
06/11/2020	Meeting w/Leo Refsland (Manager, Madison CSD)	Knights Landing CSD Governance/Fiscal Issues
06/11/2020	Conference Call w/Eric Stille (resident) & Chuck Cunningham (Engineer)	Water and Sewer Service for 27384 Eagle View Court, Davis

Date	Meeting/Milestone	Comments
06/11/2020	Meeting w/KLCSD staff & Board	Weekly budget discussion RE: Knights Landing CSD Governance/Fiscal Issues
06/12/2020	Meeting w/County Staff (Jill Cook (CAO), Chad Rinde (DFS), Phil Pogledich (CC))	Knights Landing CSD Governance/Fiscal Issues
06/12/2020	Meeting w/Leo Refsland (Manager, Madison CSD)	Knights Landing CSD Governance/Fiscal Issues
06/16/2020	CALAFCO/LAFCo EOs Conference Call	Weekly discussion and CALAFCO updates
06/16/2020	KLCSD Board Meeting	Attended through Zoom
06/17/2020	Staff Meeting	Weekly Zoom meetings
06/23/2020	CALAFCO/LAFCo EOs Conference Call	Weekly discussion and CALAFCO updates
06/26/2020	Meeting w/County Staff (Jill Cook (CAO), Chad Rinde (DFS), Phil Pogledich (CC), Tricia Valenzuela (BOS))	Knights Landing CSD Governance/Fiscal Issues
06/30/2020	Staff Meeting	Weekly Zoom meetings
07/08/2020	CALAFCO Conference Program Committee Meeting #4	Detailed agenda to be emailed prior to the meeting
07/09/2020	Staff Meeting	Weekly Zoom meetings
07/09/2020	CALAFCO DEO Meeting	CALAFCO Regional Team Meeting
07/10/2020	Meeting w/Olin Woods	LAFCo Agenda Review
07/13/2020	Staff Meeting	Weekly Zoom meetings
07/14/2020	Meeting with Eric Stille and Kirk Trost	Potential Annexation to El Macero CSA for Out of Agency Services
07/15/2020	GoToWebinar by ILG and partner – the Governor's Listos California Emergency Preparedness Campaign	Preparing Vulnerable Californians for Natural Disasters: Is your community listos (ready)?